

ORDINARY MEETING

OF

GRANTS SUBCOMMITTEE

AGENDA

Time: 9:30am
Date: Wednesday, 10 April 2019
Venue: Ngake (16.09)
Level 16, Tahiwī
113 The Terrace
Wellington

MEMBERSHIP

Mayor Lester
Councillor Dawson
Councillor Day
Councillor Free (Chair)
Councillor Gilbert
Councillor Young

Have your say!

You can make a short presentation to the Councillors at this meeting. Please let us know by noon the working day before the meeting. You can do this either by phoning 04-803-8334, emailing public.participation@wcc.govt.nz or writing to Democracy Services, Wellington City Council, PO Box 2199, Wellington, giving your name, phone number, and the issue you would like to talk about.

AREA OF FOCUS

The Grants Subcommittee is responsible for the effective allocation and monitoring of the Council's grants.

Quorum: 3 members

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1. Meeting Conduct

1.1 Apologies

The Chairperson invites notice from members of apologies, including apologies for lateness and early departure from the meeting, where leave of absence has not previously been granted.

1.2 Conflict of Interest Declarations

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

1.3 Confirmation of Minutes

The minutes of the meeting held on 5 December 2018 will be put to the Grants Subcommittee for confirmation.

1.4 Items not on the Agenda

The Chairperson will give notice of items not on the agenda as follows.

Matters Requiring Urgent Attention as Determined by Resolution of the Grants Subcommittee.

The Chairperson shall state to the meeting:

1. The reason why the item is not on the agenda; and
2. The reason why discussion of the item cannot be delayed until a subsequent meeting.

The item may be allowed onto the agenda by resolution of the Grants Subcommittee.

Minor Matters relating to the General Business of the Grants Subcommittee.

The Chairperson shall state to the meeting that the item will be discussed, but no resolution, decision, or recommendation may be made in respect of the item except to refer it to a subsequent meeting of the Grants Subcommittee for further discussion.

1.5 Public Participation

A maximum of 60 minutes is set aside for public participation at the commencement of any meeting of the Council or committee that is open to the public. Under Standing Order 3.23.3 a written, oral or electronic application to address the meeting setting forth the subject, is required to be lodged with the Chief Executive by 12.00 noon of the working day prior to the meeting concerned, and subsequently approved by the Chairperson.

Requests for public participation can be sent by email to public.participation@wcc.govt.nz, by post to Democracy Services, Wellington City Council, PO Box 2199, Wellington, or by phone at 04 803 8334, giving the requester's name, phone number and the issue to be raised.

2. General Business

BUILT HERITAGE INCENTIVE FUND ROUND 2 OF 2 2018/19 FINANCIAL YEAR

Purpose

1. The purpose of this paper is to seek the Grants sub-committee's approval to allocate grants, recommended by officers, for the final round of the Built Heritage Incentive Fund (BHIF) for the 2018/19 financial year.

Summary

2. This is the second round of the BHIF for the 2018/19 financial year. This additional round has arisen out of the return of unallocated BHIF funds from previous rounds which have come back into the funding pool as a result of the applicants not meeting accountability requirements. A total of \$100,000 is available for allocation in this round.
3. Eight applications were received this round seeking funding of \$784,743.83.
4. Two applications were withdrawn after the round closed, since both applicants have existing BHIF grants that cannot be completed (accountabilities submitted) prior to the Grants Committee meeting.
5. The remaining 6 eligible applications are seeking funding for \$754,743.83.
6. This represents an over-subscription of over 750%. The original information provided through the online applications has been made available to Councillors through the Hub dashboard.
7. The recommendation is that a total of \$100,000 is allocated to five applications received in this round. Allocations are based on the funding criteria, equitability and comparison of like requests from previous years' BHIF rounds.
8. A summary of each eligible application received is outlined in Attachment One. This includes project description, outcomes for the heritage building and commentary relating to previously allocated grants.
9. Officers are satisfied that there are no conflicts of interest related to the applications recommended for grants.

Recommendation/s

That the Grants Subcommittee:

1. Receives the information.
2. Agrees to the allocation of Built Heritage Incentive Fund grants as recommended below. (Note that the remaining \$2,300 allocation for conservation related projects has been incorporated into the amount recommended for Project 5):

Project #	Project	Total Project Cost	Amount Requested	Amount eligible for funding	Amount Recommended ex GST if applicable
Seismic (85% of available funding = \$85,000)					
1	19 Blair Street, Te Aro	\$32,700	\$25,000	\$32,700	\$25,000
3	Erskine Chapel, 24 Avon Street, island Bay	\$7,342,043.83	\$517,043.83	\$132,750.56	\$30,000
5	RPNYC Clubrooms, 103 Oriental Parade	\$347,632	\$100,000	\$148,055	\$32,300
Conservation (15% of available funding = \$15,000)					
2	106 Cuba Street, Te Aro	\$288,803	\$100,000	\$288,803	Decline
4	Futuna Chapel, 67 Friend Street, Karori	\$10,700	\$9,700	\$10,700	\$9,700
6	26 Stoke Street, Newtown	\$14,440	\$3,000	\$14,440	\$3,000

Background

Funding

10. A total of \$100,000 is available for allocation in the BHIF for this last round in the 2018/19 financial year.
11. This is the second round in the 2018/2019 financial year which has eventuated due to the return of unallocated funds from previous BHIF allocations which are required to be spent within the financial year.
12. The BHIF is a key initiative of the Wellington Heritage Policy 2010. The policy states Council's "commitment to the city's built heritage to current owners, the community,

visitors to the city and to future generations". The BHIF helps meet some of the costs associated with owning and caring for a heritage property.

13. During the 2012/22 Long Term Plan deliberations it was agreed that the BHIF will focus on "*remedying earthquake prone related features or securing conservation plans / initial reports from engineers.*" Funding has been prioritised accordingly, with 85% of the allocation to seismic strengthening projects, and 15% going toward conservation projects (e.g. repairs to joinery or glazing, protective works on archaeological sites, and maintenance reports) annually.

State of Earthquake Prone heritage buildings (as at February 2019)

14. Out of the total number of 600 EQP buildings currently within Wellington, 155 are heritage buildings. This includes individually listed buildings and those contributing to heritage areas. Of these, 16 have completed strengthening and are waiting on the issuing of a Code of Compliance Certificate (CCC). A total of 74 heritage buildings are at some stage of seismic strengthening related work:
 - 8 are undertaking seismic assessment;
 - 17 are in the concept planning phase;
 - 22 are undertaking the detailed seismic design;
 - And 27 are completing strengthening works.

Council has contributed \$3,195,557 of the BHIF to 59 of these projects (in prior BHIF rounds).

15. Of the 155 EQP heritage buildings there are 65 that, as far as our records show, are not undertaking seismic strengthening related work.
 - 5 are owned by Council or the Government or other organisations ineligible for BHIF funding;
 - 6 are owned by private individuals but are ineligible for BHIF funding since the buildings are identified as non-contributors to a heritage area.
 - The remaining 54 buildings are in the ownership of 39 individuals, organisations, corporations and body corporates.
16. All current EQP heritage building owners for whom contact details were readily available were emailed in January 2019 informing them of this BHIF round and incentives for seismically strengthening their buildings.
17. In total, between October 2014 and February 2019, 50 EQP heritage buildings were removed from the Earthquake Prone Building List, 19 of these received BHIF funding amounting to \$947,810 for seismic strengthening.

Funding Criteria

18. In accordance with the current eligibility and assessment criteria the following factors are considered in determining the support of BHIF applications:
 - The risk of the heritage value diminishing if funding is not granted
 - Confidence in the proposed quality of the work/professional advice
 - Consistency of the proposal with the principles of the ICOMOS NZ Charter¹
 - The project is visible and/or accessible to the public
 - The project will provide a benefit to the community.

¹ Charter adopted by the New Zealand National Committee of the International Council on Monuments and Sites

19. Continuing on from above, consideration is then given to the following when recommending the amount of funding:
- The value of the funding request
 - The value of the funding request when considered against the total project cost
 - Parity with similar projects in previous rounds
 - Equitable distribution in the current round
 - The amount of funding available for allocation.
20. There are additional allocation guidelines for conservation and seismic applications as follows:
- For conservation, repairs, maintenance or restoration works:
 - The heritage significance of the building² and how this will be affected by the work
 - If the building is on the Heritage New Zealand list
 - For seismic strengthening projects:
 - The heritage significance of the building and how this will be affected by the work.
 - If the building is on the [Heritage New Zealand list](#).
 - If the building is on the [WCC Earthquake-prone building list](#).
 - The expiry date of a s124 Notice under the Building Act 2004.
 - The building being in one of the following focus heritage areas³. Cuba Street, Courtenay Place or Newtown shopping centre heritage area.
 - If the project strengthens more than one attached building
 - The building's "importance level" (IL) as defined by Australian and New Zealand Structural Design Standard AS/NZS1170.0
 - the location of the building to a "strategic route" as defined by all roads marked in colour on District Plan Maps 33 & 34
21. To ensure funds are used appropriately, conditions may be suggested in certain circumstances should funding be approved.

Review of BHIF Funding Criteria

22. A formal review of the BHIF criteria will be undertaken over the next few months, to be finalised by August 2019.
23. Subsequent BHIF rounds will be assessed against these new criteria.

Discussion

24. It is recommended that five applicants are allocated the full amount of \$100,000 from the remaining funding in the 2018/19 BHIF. The applications recommended for funding have provided the necessary information and meet the criteria for the fund.
25. The Officer panel (consisting of Heritage, Funding, Place Planning and Building Resilience Officers) have assessed the six eligible applications received against the current priority and stated criteria (Attachment Two). Assessment summaries are included at Attachment One.

² The Council has assessed all heritage buildings and a heritage inventory report is available from the Heritage Team.

³ This focus is based on high numbers of earthquake prone buildings in one heritage area as well as the levels of traffic that occur in these areas

26. Three applications were recommended full allocation of the amount requested. The remaining two applications, for larger scale projects, were recommended grants for discrete components of the project given the limited funds available in this BHIF round.
27. When assessed against the criteria outlined in paragraphs 18-20 above, allocations are considered to be equitable across those received in this round, equivalent to grants awarded in previous rounds of the BHIF and within the funding levels provided for in the 2018/19 Annual Plan.
28. Officers have confidence that where the total amount of funding requested is not granted, applicants will be able to source the difference and projects will still be completed.

Options

29. The Grants Subcommittee are asked to approve the Officers' recommendations on funding allocations as above.

Next Actions

30. Once the recommended allocations are approved, applicants will be notified of the outcome of their application.
31. Successful applicants have 18 months from the decision date to undertake the work and provide evidence of completion to Officers before the allocated funding is paid out.

Attachments

- | | | |
|---------------|----------------------|---------|
| Attachment 1. | Assessment Summaries | Page 13 |
| Attachment 2. | BHIF Criteria | Page 25 |

Author	Eva Forster-Garbutt, Senior Heritage Advisor
Authoriser	Mark Lindsay, Heritage Manager David Chick, Chief City Planner

SUPPORTING INFORMATION

Engagement and Consultation

Not applicable

Treaty of Waitangi considerations

Not applicable

Financial implications

The recommended allocations for this round of the BHIF are within the funding levels provided for in the 2018/19 Annual Plan (85% seismic, 15% conservation).

Policy and legislative implications

The Built Heritage Incentive Fund is a key initiative of the Wellington Heritage Policy 2010.

Risks / legal

Officers are satisfied that there are no conflicts of interest regarding recommendations for funding in this round of the BHIF.

Climate Change impact and considerations

Not applicable

Communications Plan

A press release is created on the day Committee makes its decision on funding applications.

Health and Safety Impact considered

Not applicable.

**Attachment One: Summary of Applications to the Built Heritage
Incentive Fund 2018/19 Round 2 of 2**

Seismic

The three projects detailed below are eligible to receive 85% of the available funding (\$85,000).

Project 1	Blair Street Studios (former Warehouses), 19 Blair Street, Te Aro, Wellington
Applicant	Blair Studios Body Corporate #304123
Project:	Detailed Seismic Assessment for Earthquake Strengthening
Total project cost	\$32,700
Amount requested	\$25,000
Amount eligible for funding	\$32,700
Recommended Grant ex GST if applicable	\$25,000
Previous Grants	\$5,000 towards repair of substantial cracks on the building, March 2013 round



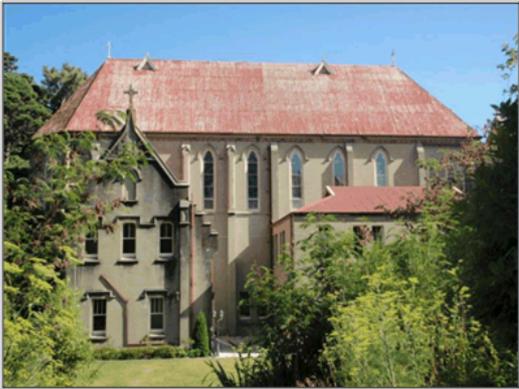
Building Information

- 19 Blair Street is a part of one listed building located at 13-19 Blair Street consisting of two individual structures behind a shared façade – District Plan Individually Listed Building Map16, Reference 26/3.
- Located within the Courtenay Place Heritage Area.
- The buildings are a fine pair of Edwardian warehouses that were designed in a Classical style.
- This building is associated with the produce markets in Wellington, which were held there for over 50 years. It is related to the commercial and economic development in the early 20th century.
- This building has an important townscape role as an element of the Blair/Allen Street precinct of 19th and early 20th century masonry warehouses.
- In addition, the building is a relatively good example of the use of an external portal frame as part of a 21st century seismic strengthening scheme.

This report is officer advice only. Refer to minutes of the meeting for decision.

The Issue	<p>The property at 19 Blair Street forms part of the heritage listed former Warehouses, which also includes the adjacent building at 13 Blair Street. Both share the front façade.</p> <p>The entire building was strengthened in 2000, bringing the building up to 50% NBS. The building is not on the EQP buildings list. The body corporate is wishing to ascertain whether the building's seismic performance can be improved.</p> <p>This funding application is for a geo-technical report and a structural engineering assessment.</p>
Review of Proposal	<p>No conservation architect input is needed, as works are non-invasive.</p> <p>Whilst the building is not on the Council's EQP buildings list, nor on a strategic route (DP maps 33 & 34), the building is utilised by a number of tenants and is located within the Courtenay Place Heritage Area.</p> <p>Strengthening to 67% NBS or above is a preferred outcome.</p>
Recommendation	<p>The proposed work fits with the seismic strengthening component of the BHIF. It is recommended that the full amount requested should be allocated to this project. Previous grants for similar works include:</p> <ul style="list-style-type: none"> • \$25,000 124 Wakefield Street (Plumbers Building), seismic engineering modelling, March 2013 • \$20,000 8 & 10 Egmont Street (Bond Store), seismic upgrade design, August 2018
BHIF Outcome	<p>The grant will achieve the following overall BHIF outcomes:</p> <ul style="list-style-type: none"> • Acknowledge the heritage values of this individually listed heritage building. • Contribute towards understanding the seismic performance of the building. <p>The grant will achieve the following project specific outcomes:</p> <ul style="list-style-type: none"> • Understand any subsoil geotechnical issues. • Ascertain any structural issues as per the current NZSEE Guidelines (2016).
Additional BHIF condition(s)	<p>Release of funds is subject to:</p> <ul style="list-style-type: none"> • Supply of engineering and geo-technical report to Council. This report must show that the DSA was undertaken using the 2016 NZSEE Guidelines. • Confirmation that the reports are shared with the owners of 13 Blair Street.

This report is officer advice only. Refer to minutes of the meeting for decision.

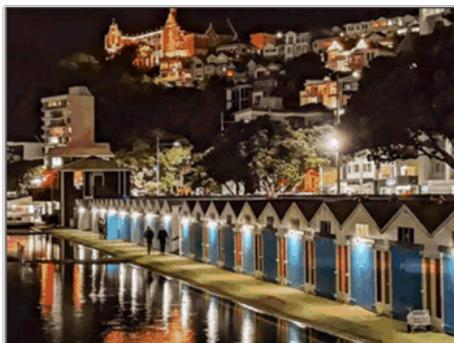
Project 3	Erskine Chapel, 24 Avon Street, Island Bay
Applicant	Erskine Developments Limited
Project:	Erskine Chapel Strengthening and Redevelopment
Total project cost	\$7,342,043.83
Amount requested	\$517,043.33
Amount eligible for funding	\$132,750.56 (URM restraints)
Recommended Grant ex GST if applicable	\$30,000
Previous Grants	Two funding applications in 2014 for a Conservation Plan for Erskine College were withdrawn
<div style="display: flex; align-items: flex-start;"> <div style="flex: 1;">  </div> <div style="flex: 2;"> <p>Building Information</p> <ul style="list-style-type: none"> • 24 Avon Street – District Plan Individually Listed Building Map 4 Reference 21.1 & 21.2. • The chapel is the only substantial remaining heritage listed structure on the former Erskine College complex. The other buildings on the site have been recently demolished. • The heritage listing encompasses the exterior of the chapel as well as all moveable fittings and furniture. • The interior of the chapel is considered the finest Gothic interior in New Zealand. • Significant fittings include the twelve stained glass windows (from Mayers in Munich) and the Carrara marble altar. • The chapel has architectural, cultural, technological and aesthetic significance. It was designed by John Sydney Swan (prominent architect). • The chapel is listed by Heritage New Zealand (Category I). </div> </div>	
The Issue	<p>The chapel has been issued a notice under section 124 of the Building Act 2004. The notice signifies that the building is earthquake prone as its seismic performance, based on engineering advice, falls below 34% of the NBS. The notice expired on the 20/11/2012. The chapel is now red stickered.</p> <p>The applicant was granted resource consent to demolish all substantial buildings, aside from the chapel, on the former Erskine College complex in December 2016. The Environmental Court decision that permitted the demolition included the requirement by the applicant to strengthen, restore and retain the chapel as soon as</p>

This report is officer advice only. Refer to minutes of the meeting for decision.

	<p>practicable. This required the applicant to lodge a bond for these works, and for the Save Erskine Chapel Trust (SECT) and Heritage NZ to review the preliminary and detailed designs for seismic strengthening and restoration of the chapel.</p> <p>Funding is sought for the salvage, strengthening and refurbishment of the chapel.</p> <p>The applicant has successfully obtained funding from Heritage EQUIP (\$250,000) and a grant from Heritage New Zealand (\$75,000).</p>
Review of Proposal	<p>The proposal has come with the support of a conservation architect (Archifacts). Although not submitted with the application, the proposal also has the support of Heritage NZ, the Save Erskine Trust, and the Wellington City Council Mayor provided a letter of support for the Heritage EQUIP application in July 2018.</p> <p>The total project scope and costs include expense items which do not meet the eligibility criteria of the BHIF (salvage & demolition of Main Block & Gym, exclusion of heritage "make good" and refurbishment of chapel).</p>
Recommendation	<p>Given the limited funds available for seismic related works in this BHIF round (\$85,000 over 3 projects), the associated higher costs for this project, and the inclusion within the total project costs submitted of works that do not fit within the BHIF criteria, it is recommended that funding should be allocated to a discrete component of the project; the URM restraint of the chapel. These works fit with the seismic strengthening component of the BHIF. Previous grants for similar works include:</p> <ul style="list-style-type: none"> • \$35,000 119 Cuba Street, earthquake strengthening heritage façade. • \$72,000 Ashleigh Court, 114 Riddiford Street, Seismic upgrade. Just under half of the project costs involved URM works to the façade, parapet and chimney.
BHIF Outcome	<p>The grant will achieve the following overall BHIF outcomes:</p> <ul style="list-style-type: none"> • Acknowledge the heritage values of this individually listed heritage building. • Contribute towards improving the seismic performance of the building. <p>The grant will achieve the following project specific outcomes:</p> <ul style="list-style-type: none"> • Seismic strengthening of the exterior façade of the chapel.
Additional BHIF condition(s)	<p>Release of funds is subject to:</p> <ul style="list-style-type: none"> • A BHIF sign to be supplied by WCC is affixed prominently to the front of the building or site throughout the duration of the works • WCC Heritage Team's onsite inspection of works.

This report is officer advice only. Refer to minutes of the meeting for decision.

Project 5	Royal Port Nicholson Yacht Club (RPNYC) Clubrooms, 103 Oriental Parade
Applicant	Royal Port Nicholson Yacht Club
Project:	Earthquake strengthening works
Total project cost	\$347,632
Amount requested	\$100,000
Amount eligible for funding	\$148,055 (Expense items 1 and 2)
Recommended Grant ex GST if applicable	\$32,300
Previous Grants	No previous grants.



RPNYC building and associated boatsheds



Seaward facing elevation of RPNYC building

Building Information

- 103 Oriental Parade, Individually Listed Building Map16 Reference 10.
- This building contributes to the Clyde Quay Boat Harbour Heritage Area.
- Clyde Quay Boat Harbour brings maritime architecture into close proximity with inner city housing, a juxtaposition that occurs in few other New Zealand cities.
- It is an existing example of a building constructed in the Wellington region specifically for military purposes during the Second World War.
- The prominence and longevity of the Royal Port Nicholson Yacht Club with yachting in New Zealand is well known and the clubhouse is a bastion of the sailing community in Wellington. Converted into the clubrooms of the RPNYC in the 1950s.

The Issue

The building has been issued a notice under section 124 of the Building Act 2004. The notice signifies that the building is earthquake prone as its seismic performance, based on engineering advice, falls below 34% of the NBS. The notice expires on the 19/09/2029.

The building was seismically strengthened in 1987. In 2014 Dunning Thornton Ltd undertook a detailed seismic assessment (DSA) of the building, which revealed that whilst the upper level had a capacity of 40% NBS, the limited bracing capacity of the lower level walls reduces the overall capacity of the building to 15% NBS. Limited geotechnical investigations were also undertaken which revealed underlying issues associated with the ground conditions.

The current proposal is for the seismic strengthening of the building

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	based on the Dunning Thornton engineering report and the architectural plans by McKenzie Higham. The aim is to undertake seismic strengthening of the ground floor only to achieve 40% NBS. This limit has been set since any further increase of seismic capacity will involve expensive sub-surface works.
Review of Proposal	<p>Achieving a 40% NBS is acceptable (rather than aiming for the standard recommended 67% NBS plus) in this case given the difficulties of the ground conditions and associated long term concerns (such as sea level rises).</p> <p>A reputable engineering (Dunning Thornton) and architectural firm (McKenzie Higham) are involved. Since the exterior fabric will not be impacted, no specialised conservation architect input is considered necessary.</p> <p>Total project costs include several expense items associated with refurbishing the ground floor bathroom, electrical works, miscellaneous items and an overall project contingency. These are unrelated to the seismic upgrade of the building.</p>
Recommendation	<p>Given the limited funds available for seismic related works in this BHIF round (\$85,000 over 3 projects), the associated higher costs for this project, and the inclusion within the total project costs of works that do not fit within the BHIF criteria, it is recommended that funding should be allocated to a discrete component of the project; stripping linings, installing bracing, new steel portal, making good (relining walls). These works fit with the seismic strengthening component of the BHIF. Previous grants for similar works include:</p> <ul style="list-style-type: none"> • \$35,000 119 Cuba Street seismic strengthening, April 2017 • \$35,000.00 173 Riddiford Street seismic strengthening, May 2018 • \$30,000 seismic strengthening Scots College, August 2017
BHIF Outcome	<p>The grant will achieve the following overall BHIF outcomes:</p> <ul style="list-style-type: none"> • Acknowledge the heritage values of this individually listed heritage building, and its contribution to the Clyde Quay Harbour Heritage Area. • Contribute towards improving the seismic performance of the building. <p>The grant will achieve the following project specific outcomes:</p> <ul style="list-style-type: none"> • Strengthening of the building to achieve 40% NBS
Additional BHIF condition(s)	<p>Release of funds is subject to:</p> <ul style="list-style-type: none"> • A BHIF sign to be supplied by WCC is affixed prominently to the front of the building or site throughout the duration of the works • WCC Heritage Team's onsite inspection of works. • PS4 is issued by engineer for seismic strengthening.

This report is officer advice only. Refer to minutes of the meeting for decision.

Conservation

The three projects detailed below are eligible to receive 15% of the available funding (\$15,000).

Project 2	106 Cuba Street (formerly The Matterhorn Café and Bar)
Applicant	Cuba Holdings Limited Partnership
Project:	Restoration of facade
Total project cost	\$288,803.50
Amount requested	\$100,000
Amount eligible for funding	\$288,803.50
Recommended Grant ex GST if applicable	\$0
Previous Grants	No previous grants for 106 Cuba Street. 94 – 104 Cuba Street received \$49,000 of BHIF funding in August 2018 for seismic strengthening & façade retention.

Building Information

- 106 Cuba Street – District Plan, contributor to Cuba Street Heritage Area.
- The building is a much-altered Victorian building (wooden) with a modern façade. It features an interesting 1960s mural that is associated with the Matterhorn Coffee Shop – a long term tenant of the building and a famous name in Wellington’s hospitality industry.
- The building, with its distinctive mural, makes a positive contribution to the character of the Cuba Street Heritage Area.



Detail of 1960s mural on façade

This report is officer advice only. Refer to minutes of the meeting for decision.

The Issue	<p>The building has been issued a notice under section 124 of the Building Act 2004. The notice signifies that the building is earthquake prone as its seismic performance, based on engineering advice, falls below 34% of the NBS. The expiry date for the notice is 28/03/2026.</p> <p>Resource consent was granted in 2018 for the redevelopment of the site. This encompasses the removal and restoration of the 1960s mural façade, canopy, timber-framed heritage windows and verandah and reconstruction of the 1960s shopfront of the building at 106 Cuba Street. The remainder of the building behind the façade will be demolished and rebuilt, after which the restored façade will be reinstated.</p> <p>The retention of the mural is a condition of the resource consent.</p> <p>This project is part of the larger Farmers' redevelopment on the adjacent properties (94 – 104 Cuba Street) being undertaken by Willis Bond, which is already underway.</p> <p>The applicant is also seeking funding from Heritage EQUIP (Ministry for Culture and Heritage) and Heritage New Zealand's NHPIF for the work. Funding decisions have not yet been received.</p>
Review of Proposal	The works will be undertaken by a conservation architect.
Recommendation	Given the limited funds available for conservation related works in this BHIF round (\$15,000 over 3 projects), the associated higher costs for this project, and the fact that the retention of the mural is a direct requirement of the resource consent; it is recommended that this application is declined.

This report is officer advice only. Refer to minutes of the meeting for decision.

Project 4	Futuna Chapel, 67 Friend Street, Karori
Applicant	Friends of Futuna Charitable Trust
Project:	Futuna Chapel Conservation Plan Update
Total project cost	\$10,700
Amount requested	\$9,700
Amount eligible for funding	\$10,700
Recommended Grant ex GST if applicable	\$9,700
Previous Grants	Since 2013: \$30,000 for seismic analysis and upgrade in July 2013, \$35,513 for exterior repairs in April 2016
	<p>Building Information</p> <ul style="list-style-type: none"> • 67 Friend Street, Individually Listed Building Map 11 Reference 124. • An influential 1960s building that has become a symbol of its time. It is notable for the way in which it has successfully synthesized Maori and Pakeha architectural traditions to create a genuinely local modern architecture. • The building has historic value for its association with the Marist Brothers, and is named after a tragic event in Marist religious history. • The building is held in high public esteem, particularly by the architectural community. • The building continues to have spiritual significance to the religious community that, for forty years, used the Chapel as part of their religious retreats. • The building is considered by many architects as a seminal work of New Zealand architecture and this is noted by the award of both the NZIA Gold Medal and 25-year Award. • Listed by Heritage New Zealand (Category I)
	<p>The Issue</p> <p>Futuna Chapel is a heritage listed building that has undergone extensive repair and maintenance by the Friends of the Futuna Chapel Trust. This work has been guided by the Conservation Plan prepared in 2006 by Chris Cochrane.</p> <p>This application is for the updating of relevant sections of the plan by Russell Murray (conservation architect) and Greg O'Brien (historian and member of the Futuna Charitable Trust).</p>

This report is officer advice only. Refer to minutes of the meeting for decision.

Review of Proposal	<p>Conservation Plans should be updated regularly to reflect changes in the heritage fabric, values and condition of the building.</p> <p>There is confidence in the quality of the work given the involvement of a recognised conservation architect.</p>
Recommendation	<p>The proposal is supported from a conservation perspective. It is recommended that the full amount requested should be allocated to this project. Previous grants for the preparation of Conservation Plans include:</p> <ul style="list-style-type: none"> • \$8,000 for preparation of a conservation plan for Karori Anglican Church, September 2014. • \$8,800 for preparation of a conservation plan for the Khandallah Telephone Exchange, November 2015 • \$6,500 Wesley Church, 75 Taranaki Street Conservation Plan, August 2014
BHIF Outcome	<p>The grant will achieve the following overall BHIF outcomes:</p> <ul style="list-style-type: none"> • Acknowledge the heritage values of this individually listed heritage building. • Acknowledge the additional costs associated with maintaining and conserving a heritage building. <p>The grant will achieve the following project specific outcomes:</p> <ul style="list-style-type: none"> • Update of the conservation plan to guide future works.
Additional BHIF condition(s)	<p>Release of funds is subject to:</p> <ul style="list-style-type: none"> • Supply of updated conservation plan to Council.

This report is officer advice only. Refer to minutes of the meeting for decision.

Project 6	26 Stoke Street, Newtown
Applicant	Simon & Deb Bachler
Project:	External Restoration Project
Total project cost	\$14,440
Amount requested	\$3,000
Amount eligible for funding	\$14,400
Recommended Grant ex GST if applicable	\$3,000
Previous Grants	No previous grants
 <p>Building Information</p> <ul style="list-style-type: none"> • 26 Stoke Street, Individually Listed Building Map 6 Reference 405. • The house is a substantial Edwardian villa. It is notable for its unusual, but well-proportioned, street façade, and for its use of a palette of details and ornamental features that suggests a North American influence in its design. • The house is one of the grandest houses in a streetscape of bungalows and Edwardian villas. It has some townscape value for its size and its prominent position at the crest of Stoke Street. • It was owned by Alexander Campbell, a well-known local builder. It has had an uneventful history as a family home that is similar to, and representative of, its neighbours in Stoke Street. 	
The Issue	<p>The current owners have invested a considerable amount of their own capital into the repairs and maintenance of this building to date.</p> <p>The current proposal is to maintain and restore the south/front facade, which currently is not weathertight, leading to damage of some of the interior decorative ceilings. This work will involve the replacement of rotten weatherboards (like-for-like), infilling of damaged areas and repainting. Funding is sought for the repainting (and preparation for this), excluding other exterior repairs, such as the replacement of weatherboards.</p>
Review of Proposal	<p>A site visit was conducted last year to view the restoration of the side and rear facades. The quality of the work was high, respecting the heritage values of this property.</p> <p>This work is in keeping with the recommendations of the Conservation Plan for the building (2007), requiring ongoing maintenance of the exterior fabric to retain weather tightness.</p>
Recommendation	The proposal is supported from a conservation perspective. It is

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	<p>recommended that the full amount requested should be allocated to this project. Previous grants for similar projects include:</p> <ul style="list-style-type: none"> • \$3,000 258 Riddiford Street, replacement of weatherboards, window surrounds and repainting, December 2017 • \$3,000 41 Tarikaka Street, replacement of weatherboard and guttering and repainting, February 2017
BHIF Outcome	<p>The grant will achieve the following overall BHIF outcomes:</p> <ul style="list-style-type: none"> • Acknowledge the values of this individually listed heritage building. • Acknowledge the additional costs associated with maintaining and conserving a heritage building. <p>The grant will achieve the following project specific outcomes:</p> <ul style="list-style-type: none"> • Improve the weather tightness of the front façade of the building. • Improve the exterior appearance of the building.
Additional BHIF condition(s)	<p>Release of funds is subject to:</p> <ul style="list-style-type: none"> • A BHIF sign to be supplied by WCC is affixed prominently to the front of the building or site throughout the duration of the works. • WCC Heritage Team's onsite inspection of works.

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Applying for Built Heritage Incentive Fund

Eligibility criteria (April 2019)

Criteria 1 to 5 must be met or the application will not be accepted. If any of criteria 6 to 8 are not met, the application may not be accepted, or alternatively any funding allocated will be conditional on meeting these criteria.

The eligibility criteria are:

1. The application must relate to a heritage-listed building or object, or a building identified as contributing to a heritage-listed area. See Chapter 21: Heritage List.
2. The applicant must be the owner or part-owner of the heritage building or object.
 - This includes private owners, body corporates, charitable trusts or church organisations.
 - If an application is from a body corporate or a trust, there must be evidence that all relevant members approve of the project.
 - The Crown, Crown entities, district health boards, community boards, Council-controlled organisations and Council business units are not eligible.
3. The planned work must aim to physically improve the building's structural integrity, public access, safety or historic aesthetic.
4. The work applied for, cannot have started before the Committee decides if funds are allocated.
5. The application must:
 - include at least one recent (within three months of fund closing date) quote or estimate from a registered builder or recognised professional, and relate directly to the work applied for
 - if your application is part of a larger project with non-heritage components, or includes work not relating to heritage conservation, the quote must identify the heritage component cost
 - If the invoiced amounts are significantly different from the original estimated costs or relate to work that was not applied for, we will revise your payment accordingly.
6. The application must demonstrate the work will conserve and enhance the building or the object's heritage significance. If the project is likely to impact the building's heritage elements, you will need to work with a recognised conservation architect to make sure the work maintains and enhances the

building or object's heritage significance. See the assessment guidelines for more information on this.

7. The application must include evidence that the property owner can meet the full project costs. This is usually financial documents, such as audited accounts or bank statements.
8. The application does not relate to a building, object, or part of a building or object that has an unclaimed or not yet finalised funding agreement under the Built Heritage Incentive Fund.

Assessment and allocation

Assessment

When assessing an application, we take three main principles into account. Knowing these will help you make the best application you can.

1. **The project maintains and enhances the building or object's heritage significance.** To meet this, you need to work with a recognised conservation architect.

Here is how the conservation architect requirement works:

- If the work is for the design phase of a seismic strengthening project, or for invasive testing as part of a detailed seismic investigation, the funding application can include quotes or estimates for advice from a recognised conservation architect once the project begins.
 - If the project is for construction work (including seismic works), conservation or large-scale restoration work, you must send us advice from a recognised conservation architect as part of your application.
 - If the project is for a detailed seismic investigation that doesn't need invasive testing, or for a small repair, maintenance or restoration project, or for another project that avoids any effects on the heritage elements of the building, advice from a recognised conservation architect will not be required.
2. **The project aims to make the building safer in the event of an earthquake and maintain the building's heritage significance or its contribution to a heritage area.** This includes:
 - buildings on our Earthquake-prone building list
 - buildings with high-risk architectural features such as chimneys, veneers, gables, canopies, verandahs, pediments, parapets and other exterior ornamentation; water tanks; tower-like appendages; fire escapes; lift wells; facades, plaster, and other heavy renders that a seismic engineer identifies as posing a risk to the public.
 3. **Evidence that the projected costs are as accurate as possible and we have a high degree of confidence the building owner is willing to, and financially capable of, proceeding with the project.**

Allocation

For all applications, when allocating funding we consider:

- the risk of the heritage value being less if funding is not granted
- confidence in the quality of the proposed work
- consistency of the proposal with the principles of the ICOMOS NZ Charter
- if the project is visible and/or accessible to the public
- if the project will benefit the community
- the value of the funding request
- the value of the funding request when considered against the total project cost
- parity with similar projects in previous rounds
- fair distribution in the current round
- the amount of funding available for allocation.

Conservation applications

When deciding allocations for conservation, restoration, repair or maintenance work, we also consider:

- the heritage significance of the building and how this will be affected by the work
- if the building is on the Heritage New Zealand list .

Seismic strengthening applications

When deciding allocations for projects aiming to make a building or object safer in the event of an earthquake, we also consider:

- the heritage significance of the building and how this will be affected by the work
- if the building is on the Heritage New Zealand list
- if the building is on our Earthquake-prone building list
- the expiry date of a s124 Notice under the Building Act 2004
- if the building is on Cuba Street, Courtenay Place, or Newtown shopping centre heritage areas
- if the project strengthens more than one attached building
- the building's "Importance Level" (IL), as defined by Australian and New Zealand Structural Design Standard AS/NZS1170.0 or any revision of this standard
- the location of the building to a "strategic route" as defined by all roads marked in colour on District Plan Maps 33 & 34.

Getting your funding grant

Once you have been allocated a grant, you have 18 months to complete the work. The grant will be paid once the work is completed and you've submitted an accountability application through our online funding portal.

Attach all invoices, reports, and any other information relating to the project. Your submission must also include information about any conditions of your funding agreement, such as a site visit by a Council heritage advisor.

If the invoiced amounts are significantly different from the original estimated costs or relate to work that was not applied for, we will revise your payment accordingly.

We will pay the grant into your bank account once all information is received.